

Trading No: 691571623124813



Control No. 727

**ANNEX A**

Republic of the Philippines  
**Department of Education**

**RELEASED**  
NO.: 023.236  
DATE: 10 AUG 2023  
BY: [Signature]  
SECTION: [Signature]

**TRAVEL AUTHORITY FOR OFFICIAL TRAVEL**

**REGION:** VII- Central Visayas

**BUREAU/DIVISION/SCHOOL:** DepEd, Schools Division of Negros Oriental

<b>Name</b>	<b>MELCHORA DIOSDADA G. ASDILLO</b> - in lieu of Dr. Karina Louise De la Cruz
<b>Position/Designation</b>	Dentist II
<b>Permanent Station</b>	Division Office
<b>Purpose of Travel</b>	To attend the launching of the learning and development/ Training Management System Manual
<b>Host of Activity</b>	Division Office
<b>Period Covered</b> (Inclusive of Travel Time)	August 18, 2023
<b>Venue/Destination</b>	Plaza Maria Luisa Dumaguete City
<b>Fund Source</b>	Division MOOE

*I hereby attest the information in this form and in the supporting documents attached hereto are true and correct.*

[Signature]  
**MELCHORA DIOSDADA G. ASDILLO**  
Name and Signature of Requesting Employee

August 16, 2023  
Date

*This is to certify that the trip of the requesting employee satisfies all the minimum conditions for authorized official travel and that alternatives to travel are insufficient for purposes stated herein.*

[Signature]  
**RACHEL B. PICARDAL, EdD**  
Chief Education Supervisor, SGOD  
Name and Signature of Recommending Authority

**AUG 16 2023**

\_\_\_\_\_  
Date

Approved by:

[Signature]  
**NERI C. OJASTRO EdD, CESE**  
Schools Division Superintendent  
Schools Division of Negros Oriental  
Name and Signature of Approving Authority

\_\_\_\_\_  
Date